

Sheraton Indianapolis Hotel & Suites

8787 Keystone Crossing

Indianapolis, IN 46240

(317) 846-2700 Phone

(317) 574-6780 Fax

Name of Group: *Indiana GIS 2004 Conference*

February 24-26, 2004

Guest Name: _____

Please Print

Last Name

First Name

Date of Arrival: _____ **Date of Departure:** _____

Guest Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____ **Fax:** _____ **E-mail:** _____

(area code)

AmEx/MC/Visa/Discover Card # _____ Exp. _____

Signature _____ SPG# _____ exp. _____

Room Rates

Standard Rooms

Single Occupancy \$83.00

Double Occupancy \$103.00

Triple Occupancy \$123.00

Quad Occupancy \$143.00

Suite Rooms

Single Occupancy \$123.00

Double Occupancy \$143.00

Triple Occupancy \$163.00

Quad Occupancy \$183.00

Rooming Accommodations

... Standard King Bed

... Standard Double Bed

... Suite w/King Bed

... Suite w/Double Bed

... Non-Smoking

... Smoking

... Accessible Room

***Guest Confirmation Number:** _____

Please confirm reservation confirmation number via:

☐ Phone

☐ Fax

☐ Email

- Hotel reservations will be accepted by returning this form by fax to (317) 574-6780, by calling (888) 627-7814 or on line at: www.starwood.com/sheraton/meetings/attend_enter_code.html, **Select city and enter code #6132**. If you have any questions regarding room reservations, please contact: Katie McCorkle, Group Coordinator with the Sheraton Indianapolis Hotel and Suites at (317) 574-6735 or by email Katie.McCorkle@starwoodhotels.com.
- A credit card number is required to make reservations. Or if you prefer, send a check or money order for one night's deposit with this form attached.
- Room types are honored on a first come first serve basis.
- If you wish to receive confirmation that your reservation has been made you may call our central reservations department at 1-888-627-7814. Please allow time for processing.
- Check-in is 3:00pm. Rooms may not be available for early check-in. Check-out is 12:00 noon. Additional charges apply for late check-outs and unplanned early check-outs.
- **Incidental Charges must be secured with either a credit card or cash upon check-in.**

Note: *Early Departure Fee:* after registration a \$50.00 fee will be charged to a guest who checks out prior to the scheduled departure date.

Room Cancellations: room reservations must be cancelled within 24 hours. If not cancelled within 24 hours, one night room and tax will be charged to guest's credit card.

Reservations must be received no later than January 30, 2004

Reservations made after January 30, 2004 will be accepted on a space and rate availability basis.

